M

(19~~5~~48) Department

SERIES.

G.O. No 1429

Dated 17th June 1948

[Despatch Abstract.]

Establishment - Registration Department - Standard scale of employment of peons - Additional peons - Enhancement - Inspector's proposals - Approved.

REGISTRATION DEPARTMENT

Copy of letter from the Inspector-General of Registration No.103 Establishment, dated 20th April 1948.

Sub: Establishment - Menials - standard scale of employment and reduction of staff - Recommendations of the Retrenchment and Reorganization Committee - Practical difficulties.

Ref: G.O.No. 326 Finance, dated 5-4-1948.

Certain practical difficulties arise in the matter of giving effect to the above G.O. in toto as set forth below:--

1) No peon is provided for in this G.O. to joint Sub-Registrar's offices, and in certain Sub-Registrar's offices, for obtaining Thumb Impressions etc.

2) No provision is made for the important duty of guarding of offices in the Registrar's offices, or for looking after the record rooms in the above offices, containing valuable records of title to property.

3) A cycle peon besides the two other peons is at present employed in Sub Registry Office, Triplicane, employing less than 10 clerks to carry the remittances of City Sub-Registrars' offices. If he is to be retrenched, the question as to who can be entrusted with his duties has to be considered.

I am examining the above questions in detail and shall submit the report called for in the paragraph 3 of the G.O. in the course of a fortnight.

Copy of the letter from the Inspector-General of Registration No.103-Establishment, dated 28th April 1948, to the Secretary to Government Finance (Re-organization) Department, Fort St. George, Madras.

Ref: G.O.No.326 Finance dated 5-4-48 - Establishment - Menial - Stand - Scale.

In continuation of my letter No.103 Estts., dated 20-4-48, I beg to bring to the notice of Government the following practical difficulties in giving effect to the standard scale of peons.

In the above G.O. the strength of peons has been fixed with reference to the number of Gazetted Officers and the number of clerks in the office and does not provide for a peon in the following cases:--

i) Joint Sub Registrars and temporary Joint Sub-Registrars attached to Sub-Registrar's office;
ii) Joint Sub-Registrars attached to Dt. Registrar's office;
iii) Provision of a peon to do guard duty in Registrar's office; and
iv) The provision of a cycle peon for sub-registry office, Triplicane.

The offices of this Department are classified as follows:-

I) Sub Registry Offices with one or more Sub Registrars;

II) Registrars' offices with one or more Sub Registrars and

III) My office.

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2. Sub-Registrars' Offices: Each Sub Registry Office has two peons. Of the two peons one has to guard the office which contains most valuable records of title to properties, out of office hours. The remaining peon is present in the office, attends to the office work, such as obtaining Thumb Impressions, carrying remittances to the Treasury etc. In this connection, I extract below from letter No.D. 881, dated 11-2-1908, of the Inspector-General of Registration (G.O.No.308 Judicial, dated 19-2-1908) wherein the work falling to the peon in the office is explained at length, as follows:

"Since the introduction of the system of taking finger prints of executants of documents, a single menial is found to be an inadequate provision. In a heavy office, the only peon has to be in constant attendance with the Registering Officer for taking finger prints and signatures of parties and for summoning and keeping order among them, so that another menial is required to attend on the clerks, to fetch the ~~heavy~~ heavy volume of register books and also to take remittances to the Treasury to post tappals, to cash bills and do other outside work as well as to relieve the peon occasionally."

Since then as a result of the introduction of the system of Registers of Holdings and Municipal Town Property Registers, the work of the peons has increased considerably. On the presentation of a document affecting property, the registers of Holdings and their key registers of the villages in which the property concerned is situated have to be taken out from the Record Room. After the verification of S.Nos. etc. by the Sub-Registrar, these Registers and Key Registers have to be handed over to the clerk who indexes the document. Again, these Registers have to be placed before the Sub Registrar for examination of the entries of the index made therein and after their attestation, the Registers are to be restored in the Record Room. These registers also are to be brought out of the Record Room in connection with the applications for encumbrance certificates and for their preparation. Thus it is quite essential that there should be a peon to attend upon the Sub Registrar throughout the day. Accordingly, in the case of an office, with 2 Sub Registrars - which are eight in number -/each of in which there are 3 peons - two peons are quite essential to attend upon the ~~Sub~~ 2 Suv Registrars and a third peon is necessary to guard the office during the night, irrespective of the number of clerks therein.

3. Registrar's Offices: A sub-Registrar designated as ~~District~~/Sub-Registrar" is attached to every Registrar's Joint office to assist the Registrar in the matter of the Registration of documents etc., and in some Registrar's offices, there are 2 or 3 Joint Sub-Registrars. According to the standard scale prescribed in the Government Order under reference, a Registrar's office with less than 18 clerks is eligible to have only 4 peons - 2 peons for the District Registrar and 2 for the clerks. This strength of 4 peons is quite inadequate for the office as has been explained above, a separate peon is quite essential to attend upon the 2 Joint Sub Registrar in the Registrar's office. A peon is also quite essential to guard the office during day and night (out of office hours) as in the case of the Registry Office. Thus, the minimum number of peons required for a Registrar's office with a single Joint Sub-Registrar is six as shown below:--

For Registrar	..	2
For office, Record room, remittance, trips to P.O.		2
For Joint Sub Registrar	..	1
For Guarding the office during night	..	1
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In the case of registrar's offices with more than one Joint Sub Registrar one additional peon is required for each additional sub-registrar, as in the case of Additional Sub Registrars in the Sub Registry Offices referred to in para 2 above.

4. Cycle Peon attached to Sub Registry Office, Triplicane:

There is an additional peon (Cycle peon) in Sub-Registry Office, Triplicane, where the clerical strength is less than 10, solely for the purpose of carrying the daily remittances and tappals of 3 City Offices viz. Triplicane, Mylapore and West Madras. If his duties are entrusted with the peons of the concerned officers themselves, the work of the offices becomes dislocated, besides additional claims of conveyance hire. I therefore request that the cycle peon's post may be ordered to continue.

5. Office of the Inspector-General of Registration:

As for my office with 28 clerks, the existing strength of peons is 12. As the scale in the latest G.O. allows only 10, I shall retrench the posts of 2 peons.

6. In the offices of the Registrar of firms and the Registrar-General of Births and Deaths and Marriages, only one peon is at present employed in each of these offices though according to the scale now fixed, each of the above two offices is entitled to 2 peons. But in view of the present retrenchment, I do not propose to enhance the strength of peons in the above two offices with the sanctioned scale.

7. In the foregoing circumstances I request the Government to treat the Registration Offices where large numbers of Registering public resort for registering their documents as a special and provide in addition to the Standard scale, a peon for each of the Joint Sub-Registrars, in the Registrar's offices and the Joint Sub Registrars (Additional Sub Registrars) in Sub Registry offices and a cycle peon for sub registry office, Triplicane. Sanction may also be accorded for the employment of temporary peon, as at present, to attend upon the temporary Sub Registrar, if and when appointed to meet rush of work in Registration Offices.

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GOVERNMENT OF MADRAS
Revenue Department.

MEMORANDUM No.26461-J/48-2, dated the 25th May 1948.

ESTABLISHMENT - Menial - Standard scale.

From the Inspector-General of Registration No.103 Establishment, dated 28th April 1948.

With reference to para 5 of his letter quoted above, the Inspector-General is informed that according to the standard scale prescribed for office, only 4 peons are admissible for 28 clerks. The Inspector-General has apparently included the peons employed under officers also in assessing the total strength of peons for his office. He is requested to furnish information regarding the 10 peons retained in his office - how many under officers and how many in office. Details ~~rela-~~ regarding the number of peons under each of the several officers should also be furnished.

P. Arumuga Mudaliar,
Assistant Secretary to Government.

To the Inspector-General of Registration, Madras.

From

Sri Diwan Bahadur H. Krishnamurti,
Inspector-General of Registration, M a d r a s

To

The Secretary to Government,
Revenue Department, Fort St. George, Madras.

No.103-Est., dated the 29th May, 1948.

Sir,

Memorandum No.26461-J/48-1 Revenue, dated 25th May 1948 - Establishment - Menial - Standard scale.

Details regarding the number of peons admissible for my office with reference to G.O.No.326 Finance, dated 5-4-48 are furnished below:

	No. of peons retained.
For Inspector-General	3
For Inspector of Registratio Offices (touring Gazetted Officer)	2
For Personal Assistant to the Inspector-General of Registration (non-touring Gazetted Officer)	1
For 28 clerks	4
Total number of peons retained	10.

Your Obedient servant

Sd/ U. Ranganathan,
P.A. to the Inspector-General of Registration.

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GOVERNMENT OF MADRAS

(Abstract)

ESTABLISHMENT- Registration Department - Standard scale of employment of peons - Additional peons - Enhancement - Inspector General's proposals - Approved.

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Revenue Department

G.O.Ms.No.1429, Dated 17th June 1948
Read the following:--

G.O.No.326 Finance, dated the 5th April 1948
From the Inspector-General of Registration, Letter No.103-Est., dated 28th April 1948.

O R D E R:

In the circumstances explained by the Inspector-General of Registration in his letter read above, the Government agree to the proposals contained in his letter.

(By Order of His Excellency the Governor)

P. S. Viswanatha Ayyar,
Secretary to Government.

To the Inspector-General of Registration, Madras
To the Accountant-General, Madras through the Finance Department (with a copy of the Inspector's-General letter)
Copy to the Finance Department (with a copy of the Inspector's-General) letter.

(True copy)

Office Assistant
Madras Record Office.

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